



Public report

2018-19

Submitted by

Legal Name:

Medibank Health Solutions Telehealth Pty Ltd





Organisation and contact details

Submitting organisation details	Legal name	Medibank Health Solutions Telehealth Pty Ltd			
	ABN	40069396792			
	ANZSIC	Q Health Care and Social Assistance 8539 Other Allied Health Services			
	Business/trading name/s				
	ASX code (if applicable)				
	Postal address	PO BOX 9999			
		Melbourne Victoria 3001			
		AUSTRALIA			
	Organisation phone number	0402485775			
Reporting structure	Ultimate parent	Medibank Private Limited			
	Number of employees covered by this report	1,886			





All organisations covered by this report

Legal name	Business/trading name/s
Medibank Health Solutions Telehealth Pty Ltd	
HealthStrong Pty. Ltd.	





Workplace profile

Manager

Managar acquisitional actagorica	Reporting level to CEO	Employment status	No. of employee		. of employees
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees
		Full-time permanent	0	2	2
		Full-time contract	0	0	0
CEO/Head of Business in Australia	0	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	5	4	9
		Full-time contract	0	0	0
	-1	Part-time permanent	0	0	0
		Part-time contract	0	0	0
Other evenutives/Caparal managers		Casual	0	0	0
Other executives/General managers	-2	Full-time permanent	5	1	6
		Full-time contract	0	0	0
		Part-time permanent	1	1	2
		Part-time contract	0	0	0
		Casual	0	0	0
	-1	Full-time permanent	1	5	6
		Full-time contract	0	0	0
		Part-time permanent	2	0	2
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	9	14	23
		Full-time contract	1	0	1
Senior Managers	-2	Part-time permanent	1	0	1
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	10	6	16
		Full-time contract	1	0	1
	-3	Part-time permanent	1	0	1
		Part-time contract	1	0	1
		Casual	0	0	0





Manager occupational categories	Reporting level to CEO	Employment status	No. of employees		. of employees
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees
		Full-time permanent	1	0	1
		Full-time contract	0	0	0
	-1	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	6	12	18
		Full-time contract	2	3	5
Other managers	-2	Part-time permanent	1	0	1
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	22	11	33
		Full-time contract	3	1	4
	-3	Part-time permanent	1	1	2
		Part-time contract	0	0	0
		Casual	1	0	1
		Full-time permanent	16	11	27
		Full-time contract	0	3	3
	-4	Part-time permanent	3	0	3
		Part-time contract	2	1	3
		Casual	1	0	1
		Full-time permanent	4	0	4
		Full-time contract	0	0	0
	-5	Part-time permanent	0	1	1
		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers	•	•	101	77	178

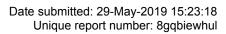




Workplace profile

Non-manager

Non manager accumptional estagerica	Employment status	No. of employees (excluding gra	duates and apprentices)	No. of graduates (if applicable)		No. of apprentices (if applicable)		Total ampleyees
Non-manager occupational categories	Employment status	F	M	F	М	F	M	Total employees
	Full-time permanent	345	156	1	1	0	0	503
	Full-time contract	87	42	0	0	0	0	129
Professionals	Part-time permanent	533	50	0	0	0	0	583
	Part-time contract	164	47	0	0	0	0	211
	Casual	221	61	0	0	0	0	282
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Technicians and trade	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Community and personal service	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Clerical and administrative	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Sales	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Machinery operators and drivers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0







Non manager equipational estageries	Employment status	No. of employees (excluding gra	duates and apprentices)	No. of graduates (if applicable)		No. of apprentices (if applicable)		Total ampleyees
Non-manager occupational categories	Employment status	F	M	F	M	F	М	Total employees
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Labourers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Others	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Grand total: all non-managers		1,350	356	1	1	0	0	1,708





Reporting questionnaire

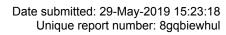
Gender equality indicator 1: Gender composition of workforce

This indicator seeks information about the gender composition of relevant employers in a standardised format, to enable the aggregation of data across and within industries. The aggregated data in your workplace profile assists relevant employers in understanding the characteristics of their workforce, including in relation to occupational segregation, the position of women and men in management within their industry or sector, and patterns of potentially insecure employment.

NB. IMPORTANT:

- References to the Act mean the Workplace Gender Equality Act 2012.
- A formal 'policy' and/or 'formal strategy' in this questionnaire refers to formal policies and/or strategies that are either standalone or contained within another formal policy/formal strategy.
- Data provided in this reporting questionnaire covers the TOTAL reporting period from 1 April 2018 to 31 March 2019. (This differs from the workplace profile data which is taken at a point-in-time during the reporting period).
- Answers need to reflect ALL organisations covered in this report.
- If you select "NO, Insufficient resources/expertise" to any option, this may cover human or financial resources.
- 1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

1.1	Recruitment
	 ✓ Yes (select all applicable answers) ☐ Policy ✓ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.2	Retention
	 ✓ Yes (select all applicable answers) ☐ Policy ☑ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.3	Performance management processes
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority





Promotions



	 Yes (select all applicable answers) ☐ Policy ☑ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.5	Talent identification/identification of high potentials
	 ✓ Yes (select all applicable answers) ☐ Policy ☑ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.6	Succession planning
	 Yes (select all applicable answers) □ Policy □ Strategy □ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority
1.7	Training and development
	 Yes (select all applicable answers) □ Policy □ Strategy □ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority
1.8	Key performance indicators for managers relating to gender equality
	 Yes (select all applicable answers) ☐ Policy ☐ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.9	Gender equality overall
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority





1.10 How many employees were promoted during the reporting period against each category below?
IMPORTANT: Because promotions are included in the number of appointments in Q1.11, the number of promotions should never exceed appointments.

	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	0	9	4	7
Permanent/ongoing part-time employees	0	3	0	3
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

1.11 How many appointments in total (including the number of promotions above in Q1.10), were made to manager and non-manager roles during the reporting period (based on WGEA-defined managers/non-managers)?

IMPORTANT: promotions need to be added to these totals because they are considered internal appointments.

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	32	37
Number of appointments made to NON-MANAGER roles (including promotions)	576	158

1.12 How many employees resigned during the reporting period against each category below?

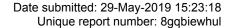
	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	14	20	112	38
Permanent/ongoing part-time employees	3	0	152	12
Fixed-term contract full-time employees	5	3	8	5
Fixed-term contract part-time employees	0	0	33	6
Casual employees	16	5	63	14

1.13 If your organisation would like to provide additional information relating to gender equality indicator 1, please do so below.

Gender equality indicator 2: Gender composition of governing bodies

Gender composition of governing bodies is an indicator of gender equality at the highest level of organisational leadership and decision-making. This gender equality indicator seeks information on the representation of women and men on governing bodies. The term "governing body" in relation to a relevant employer is broad and depends on the nature of your organisation. It can mean the board of directors, trustees, committee of management, council or other governing authority of the employer.

2. The organisation(s) you are reporting on will have a governing body. In the Act, governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer". This question relates to the highest governing body for your Australian entity, even if it is located overseas.







2.1 Please answer the following guestions relating to each	aovernina bodv covered in th	is report.
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Note: If this report covers more than one organisation, the questions below will be repeated for each organisation before proceeding to question 2.2.

If your organisation's governing body is the same as your parent entity's, you will need to add your organisation's name BUT the numerical details of your parent entity's governing body.

2.1a.1 Organisation name	sation name	Organisation	2.1a.1
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Medibank Health Solutions Telehealth

2.1b.1 How many Chairs on this governing body?

	Female	Male
Number	1	0

2.1c.1 How many other members are on this governing body (excluding the Chair/s)?

	Female	Male
Number	4	3

2.1d.1 Has a target been set to increase the representation of women on this governing body?

∃Ye	8
	(you may specify why a target has not been set)
	Governing body/board has gender balance (e.g. 40% women/40% men/20% either
	☐ Currently under development, please enter date this is due to be completed
	☐ Insufficient resources/expertise
	☐ Do not have control over governing body/board appointments (provide details why):
	☐ Not a priority
	Other (provide details):

2.1g.1 Are you reporting on any other organisations in this report?

\boxtimes	Yes
П	Nο

2.1a.2 Organisation name?

HealthStrong

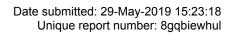
2.1b.2 How many Chairs on this governing body?

	Female	Male
Number	1	0

2.1c.2 How many other members are on this governing body (excluding the Chair/s)?

	Female	Male
Number	4	3

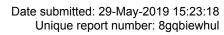
2.1d.2 Has a target been set to increase the representation of women on this governing body?







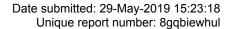
		 Yes No (you may specify why a target has not been set) ☐ Governing body/board has gender balance (e.g. 40% women/40% men/20% either) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Do not have control over governing body/board appointments (provide details why): ☐ Not a priority ☐ Other (provide details):
	2.1g.2	Are you reporting on any other organisations in this report?
		☐ Yes ☑ No
	2.2	Do you have a formal selection policy and/or formal selection strategy for governing body members for ALL organisations covered in this report?
		✓ Yes (select all applicable answers)✓ Policy
		 ☑ Strategy ☑ No (you may specify why no formal selection policy or formal selection strategy is in place)
		☐ In place for some governing bodies ☐ Currently under development, please enter date this is due to be completed ☐ Inputficient recovered (expecting)
		 ☐ Insufficient resources/expertise ☐ Do not have control over governing body appointments (provide details why) ☐ Not a priority ☐ Other (provide details):
	2.3	Does your organisation operate as a partnership structure (i.e. select NO if your organisation is an "incorporated" entity - Pty Ltd, Ltd or Inc; or an "unincorporated" entity)?
		☐ Yes ☑ No
	2.5	If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.
Gen	der	equality indicator 3: Equal remuneration between women and men
	remune equalit	ration between women and men is a key component of improving women's economic security and progressing y.
3.	Do you	u have a formal policy and/or formal strategy on remuneration generally?
	⊠ Yes	s (select all applicable answers) ☑ Policy
	☐ No	Strategy (you may specify why no formal policy or formal strategy is in place)
		Currently under development, please enter date this is due to be completed Insufficient resources/expertise
		Salaries set by awards/industrial or workplace agreements Non-award employees paid market rate
		☐ Not a priority ☐ Other (provide details):







3.1	Are specific gender pay equity objectives included in your formal policy and/or formal strategy?
	 ✓ Yes (provide details in question 3.2 below) ☐ No (you may specify why pay equity objectives are not included in your formal policy or formal strategy) ☐ Currently under development, please enter date this is due to be completed ☐ Salaries set by awards/industrial or workplace agreements ☐ Insufficient resources/expertise
	 Non-award employees paid market rate Not a priority Other (provide details):
3.2	Does your formal policy and/or formal strategy include any of the following gender pay equity objectives (select all applicable answers)?
	 ☑ To achieve gender pay equity ☑ To ensure no gender bias occurs at any point in the remuneration review process (for example at commencement, at annual salary reviews, out-of-cycle pay reviews, and performance pay reviews) ☐ To be transparent about pay scales and/or salary bands ☑ To ensure managers are held accountable for pay equity outcomes
	 ☑ To implement and/or maintain a transparent and rigorous performance assessment process ☐ Other (provide details):
	you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. ucted a gender pay gap analysis)?
⊠ Ye	es - the most recent gender remuneration gap analysis was undertaken: Within last 12 months Within last 1-2 years
	☐ More than 2 years ago but less than 4 years ago ☐ Other (provide details):
□ No	Unier (provide details). (you may specify why you have not analysed your payroll for gender remuneration gaps) Currently under development, please enter date this is due to be completed Insufficient resources/expertise
	☐ Salaries for ALL employees (including managers) are set by awards or industrial agreements AND there is no for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or
IS roc	ications) Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there om for discretion in pay changes (because pay increases can occur with some discretion such as performance
asses	sments) Non-award employees paid market rate Not a priority Other (provide details):
4.01	You may provide details below on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like and/or organisation-wide).
	During decisions about performance and remuneration outcomes, people leaders are provided real-time analytics on outcomes by gender and full-time/part-time. This ensures people leaders can correct any bias in decision making at the point of the decision. Our Performance & Rewards team then conduct a gender pay equity gap analysis on the overall result to ensure any discrepancies are adjusted. This is reported to our Board and Executive Leadership Team. This analysis includes both like-for-like and organisation-wide gender pay equity analyses.
4.1	Did you take any actions as a result of your gender remuneration gap analysis?
	Yes – indicate what actions were taken (select all applicable answers) Created a pay equity strategy or action plan
	☐ Identified cause/s of the gaps ☐ Reviewed remuneration decision-making processes
	 ☐ Analysed commencement salaries by gender to ensure there are no pay gaps ☐ Analysed performance ratings to ensure there is no gender bias (including unconscious bias) ☐ Analysed performance pay to ensure there is no gender bias (including unconscious bias) ☐ Trained people-managers in addressing gender bias (including unconscious bias)







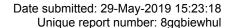
☐ Set targets to reduce any like-for-like gaps
☐ Set targets to reduce any organisation-wide gaps
☐ Reported pay equity metrics (including gender pay gaps) to the governing body
☐ Reported pay equity metrics (including gender pay gaps) to the executive
Reported pay equity metrics (including gender pay gaps) to all employees
Reported pay equity metrics (including gender pay gaps) externally
Corrected like-for-like gaps
Conducted a gender-based job evaluation process
☐ Implemented other changes (provide details):
\boxtimes No (<u>yo</u> u may specify why no actions were taken resulting from your remuneration gap analysis)
oxtimes No unexplainable or unjustifiable gaps identified
Currently under development, please enter date this is due to be completed
Insufficient resources/expertise
Salaries set by awards/industrial or workplace agreements
☐ Non-award employees are paid market rate
Unable to address cause/s of gaps (provide details why):
☐ Not a priority
☐ Other (provide details):
If your organisation would like to provide additional information relating to gender equality indicator 3,
please do so below:

Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities

This indicator will enable the collection and use of information from relevant employers about the availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men to combine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental to gender equality and to maximising Australia's skilled workforce.

5. A "PRIMARY CARER" is the member of a couple or a single carer, REGARDLESS OF GENDER, identified as having greater responsibility for the day-to-day care of a child. Do you provide EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for women AND men, in addition to any government funded parental leave scheme for primary carers? 🖾 Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer): By paying the gap between the employee's salary and the government's paid parental leave scheme By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks As a lump sum payment (paid pre- or post- parental leave, or a combination) ☐ No, we offer paid parental leave for primary carers that is available to women ONLY (e.g. maternity leave). (Please indicate how employer funded paid parental leave is provided to women ONLY): By paying the gap between the employee's salary and the government's paid parental leave scheme By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks As a lump sum payment (paid pre- or post- parental leave, or a combination) ☐ No, we offer paid parental leave for primary carers that is available to men ONLY. (Please indicate how employer funded paid parental leave is provided to men ONLY): \square By paying the gap between the employee's salary and the government's paid parental leave scheme By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks As a lump sum payment (paid pre- or post- parental leave, or a combination) ☐ No, not available (you may specify why this leave is not provided) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Government scheme is sufficient ☐ Not a priority

☐ Other (provide details):







5.1 How many weeks of EMPLOYER FUNDED paid parental leave for primary carers is provided? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of weeks provided to eligible employees:

14

5a. If your organisation would like to provide additional information on your paid parental leave for primary carers e.g. eligibility period, where applicable the maximum number of weeks provided, and other arrangements you may have in place, please do so below.

In March 2018, Medibank introduced FamilyFlex- a new approach to parental leave for our employees. Medibank removed all references to primary and secondary carer from our policies- ALL parents at Medibank are now entitled to a full 14 weeks paid parental leave, regardless of the role they play in child rearing. Employees are also able to take their 14 weeks leave flexibly within the first 2 years of the child's birth, across 2 distinct periods, if that suits their needs. We also reduced the eligibility period to 6 months after commencing employment. This is all in addition to our existing supports- Medibank's Parental Leave support suite is aimed at supporting parents (men and women) during their pregnancy/adoption process, to prepare for parenthood, and to ease the transition onto parental leave and then back into the workplace. We also hope to increase the number of men accessing parental leave. The suite includes:

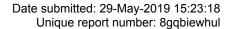
- A parental leave guide, which provides checklists and advice to employees across the parental leave process, including how to mange their health and wellbeing;
- A mobile-first Parental Leave Navigator program which connects people leaders and employees throughout the parental leave process via reminders, check-ins and just-in-time resources; and
- -Executive coaching on managing parental leave transitions.

5.2	What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY
0.2	CARERS?
	 In your calculation, you MUST INCLUDE CASUALS when working out the proportion.
	☐ <10% ☐ 10-20% ☐ 21-30% ☐ 31-40% ☐ 41-50% ☐ 51-60% ☐ 61-70% ☐ 71-80% ☐ 81-90% ☑ 91-99% ☐ 100%
5.3	Please indicate whether your employer funded paid parental leave for primary carers covers:
	 ☑ Adoption ☑ Surrogacy ☑ Stillbirth
	CONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the rry carer.
	ou provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and en, in addition to any government funded parental leave scheme for secondary carers?
☐ No	s, we offer paid parental leave for SECONDARY CARERS that is available to men ONLY (e.g. paternity leave), we offer paid parental leave for SECONDARY CARERS that is available to women ONLY (you may specify why employer funded paid parental leave for secondary carers is not paid) Currently under development, please enter date this is due to be completed

☐ Not a priority

☐ Insufficient resources/expertise☐ Government scheme is sufficient

6.





6a.



	☐ Other (provide details):
6.1	How many days of EMPLOYER FUNDED parental leave is provided for SECONDARY CARERS? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of days provided to eligible employees:
	70
	organisation would like to provide additional information on your paid parental leave for SECONDARY RS e.g. eligibility period, other arrangements you may have in place etc, please do so below.
	ank does not distinguish between primary and secondary carers, so they both have the same nents to parental leave.
6.2	What proportion of your total workforce has access to employer funded paid parental leave for SECONDARY CARERS? In your calculation, you MUST INCLUDE CASUALS when working out the proportion. <10%
6.3	Please indicate whether your employer funded paid parental leave for secondary carers covers: ☑ Adoption ☑ Surrogacy ☑ Stillbirth
	nany MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include yees still on parental leave, regardless of when it commenced.

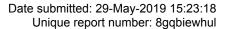
7.

	Primary carer'	s leave	Secondary carer's leave		
Female		Male	Female	Male	
Managers	11	6	0	0	

7.1 How many NON-MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.

	Primary carer's leave		Secondary carer's leave	
	Female	Male	Female	Male
Non-managers	83	16	0	0

- 8. How many MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
 - Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
 - 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.





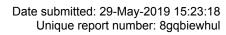


	Female	Male
Managers	0	0

- 8.1 How many NON-MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
 - Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
 - 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

	Female	Male
Non-managers	8	0

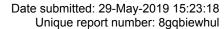
			Female	Male					
		Non-managers	8	0					
) .	Do yo	u have a formal policy and/or formal strategy on flex	ble working arrangements?						
	⊠ Yes	s (select all applicable answers)							
		Policy							
	П№	Strategy (you may specify why no formal policy or formal strategy	vis in place)						
		Currently under development, please enter date this							
		Insufficient resources/expertise							
		☐ Don't offer flexible arrangements							
		☐ Not a priority ☐ Other (provide details):							
	9.1	You may indicate which of the following are include	d in your flexible working arra	ingements strategy:					
		A business case for flexibility has been established a	and endorsed at the leadership le	evel					
		☑ Leaders are visible role models of flexible working☑ Flexible working is promoted throughout the organis.	ation						
		☐ Targets have been set for engagement in flexible wo							
		☐ Targets have been set for men's engagement in flex	ible work						
		Leaders are held accountable for improving workpla							
		☑ Manager training on flexible working is provided throughout the organism☑ Employee training is provided throughout the organism							
		☐ Team-based training is provided throughout the organic							
		☐ Employees are surveyed on whether they have suffi							
		The organisation's approach to flexibility is integrated							
		The impact of flexibility is evaluated (eg reduced abs							
		☑ Metrics on the use of, and/or the impact of, flexibility☑ Metrics on the use of, and/or the impact of, flexibility							
		Mountaine of the doc of, analog the impact of, noxionity	Theddares are reported to the go	sverring body					
10.	Do yo	u have a formal policy and/or formal strategy to supp	oort employees with family or	caring responsibilities?					
	⊠ Yes	s (select all applicable answers) ☐ Policy							
		☑ Folicy☑ Strategy							
	☐ No	(you may specify why no formal policy or formal strategy	is in place)						
		Currently under development, please enter date this	is due to be completed						
		Insufficient resources/expertise							
		☐ Included in award/industrial or workplace agreement☐ Not a priority							
		Other (provide details):							
11.		u offer any other support mechanisms, other than lean new specified in the subsidised childcare, breastfeeding facilities		or caring responsibilities					
	⊠ Yes	3							
		(you may specify why non-leave based measures are no	of in place)						







	☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
	Not a priority
	Other (provide details):
44.4	
11.1	 Please select what support mechanisms are in place and if they are available at all worksites. Where only one worksite exists, for example a head-office, select "Available at all worksites".
	☐ Employer subsidised childcare
	☐ Available at some worksites only☐ Available at all worksites
	☐ On-site childcare
	Available at some worksites only
	☐ Available at all worksites ☐ Breastfeeding facilities
	☐ Available at some worksites only
	Available at all worksites
	 ☑ Childcare referral services ☐ Available at some worksites only
	Available at all worksites
	Internal support networks for parents
	☐ Available at some worksites only ☐ Available at all worksites
	Return to work bonus (only select this option if the return to work bonus is NOT the balance of paid parental leave
	when an employee returns from leave) ☐ Available at some worksites only
	☐ Available at some worksites only ☐ Available at all worksites
	☐ Information packs to support new parents and/or those with elder care responsibilities
	☐ Available at some worksites only ☑ Available at all worksites
	 ☒ Available at all worksites ☒ Referral services to support employees with family and/or caring responsibilities
	☐ Available at some worksites only
	 ☑ Available at all worksites ☑ Targeted communication mechanisms, for example intranet/ forums
	Available at some worksites only
	☐ Support in securing school holiday care ☐ Available at some worksites only
	☐ Available at some worksites
	☐ Coaching for employees on returning to work from parental leave
	☐ Available at some worksites only☒ Available at all worksites
	☐ Available at all worksites ☐ Parenting workshops targeting mothers
	Available at some worksites only
	 ☑ Available at all worksites ☑ Parenting workshops targeting fathers
	Available at some worksites only
	None of the above, please complete question 11.2 below
Do vo	u have a formal policy and/or formal strategy to support employees who are experiencing family or domestic
violen	
⊠ va	s (select all applicable answers)
	Solicy
∐ No	(you may specify why no formal policy or formal strategy is in place)
	☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
	☐ Included in award/industrial or workplace agreements
	☐ Not aware of the need ☐ Not a priority
	☐ Other (please provide details):







13.	Other than a formal policy and/or formal strategy, do you have any support mechanisms in place to support
	employees who are experiencing family or domestic violence?

Yes (select all applicable answers)
⊠ Employee assistance program (including access to a psychologist, chaplain or counsellor)
⊠ Training of key personnel
☑ A domestic violence clause is in an enterprise agreement or workplace agreement
⊠ Workplace safety planning
☑ Access to paid domestic violence leave (contained in an enterprise/workplace agreement)
☑ Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)
☑ Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)
☑ Confidentiality of matters disclosed
☑ Referral of employees to appropriate domestic violence support services for expert advice
☑ Protection from any adverse action or discrimination based on the disclosure of domestic violence
⊠ Flexible working arrangements
oxtimes Provision of financial support (e.g. advance bonus payment or advanced pay)
☑ Offer change of office location
☐ Emergency accommodation assistance
☐ Other (provide details):
☐ No (you may specify why no other support mechanisms are in place)
☐ Currently under development, please enter date this is due to be completed
☐ Insufficient resources/expertise
☐ Not aware of the need
☐ Not a priority
☐ Other (provide details):
Where any of the following options are available in your workplace, are those option/s available to both wo
AND men?
flexible hours of work
compressed working weeks
• time-in-lieu
telecommuting

14. men

- part-time work
- job sharing carer's leave
- purchased leave
- unpaid leave.

Options may be offered both formally and/or informally.

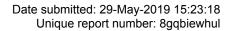
For example, if time-in-lieu is available to women formally but to men informally, you would select NO.

\boxtimes	Yes,	the opti-	on/s in	place a	are ava	ailable	to both	womer	and	men
	No. s	some/all	options	are n	ot ava	ilable to	both	women	AND	men

Which options from the list below are available? Please tick the related checkboxes.

Unticked checkboxes mean this option is NOT available to your employees.

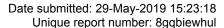
Managers		Non-managers	
Formal	Informal	Formal	Informal
\boxtimes	\boxtimes	\boxtimes	\boxtimes
	\boxtimes		\boxtimes
\boxtimes	\boxtimes	\boxtimes	\boxtimes
\boxtimes	\boxtimes	\boxtimes	\boxtimes
\boxtimes		\boxtimes	
	Formal	Formal Informal Market Market Market	Formal Informal Formal







	14.3	You may specify why any of the above options are NOT available to your employees.
		 ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
		Other (provide details):
	14.4	If your organisation would like to provide additional information relating to gender equality indicator 4 please do so below:
		Our employees are able to access an uncapped amount of days paid leave under our Family & Domestic Violence Support policy. We also provide our employees with: - Good Health Day (1 paid day off per year) - Volunteer Leave (1 paid day) - Study Leave (paid) - Extended Leave (including career breaks)
		We also offer all employees the ability to dress for their day (i.e., casual clothing).
Ger	nder	equality indicator 5: Consultation with employees on issues
con	cerr	ning gender equality in the workplace
		equality indicator seeks information on what consultation occurs between employers and employees on issues ender equality in the workplace.
15.	Have	you consulted with employees on issues concerning gender equality in your workplace?
	⊠ Ye	
	☐ No	y (you may specify why you have not consulted with employees on gender equality) ☐ Not needed (provide details why):
		☐ Insufficient resources/expertise
		☐ Not a priority ☐ Other (provide details):
	15.1	How did you consult with employees on issues concerning gender equality in your workplace?
		⊠ Survey
		 ☐ Consultative committee or group ☐ Focus groups
		☐ Performance discussions
		Other (provide details):
	15.2	Who did you consult?
		☑ All staff ☐ Women only
		☐ Men only
		☐ Human resources managers ☐ Management
		☐ Employee representative group(s) ☐ Diversity committee or equivalent
		☐ Women and men who have resigned while on parental leave
		Other (provide details):
	45.0	Management of the control of the con
	15.3	If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.







We have a dedicated Gender Equality network who regularly survey and run focus groups on issues related to gender equality. The group also runs forums led by senior female leaders for employees to discuss any challenges they are experiencing in relation to gender equality, flexibility and career development.

Gender equality indicator 6: Sex-based harassment and discrimination

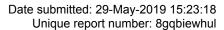
The prevention of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace participation. Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy and whether training of managers on SBH is in place.

16.	Do yo	ou have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?
		s (select all applicable answers) Policy Strategy (you may specify why no formal policy or formal strategy is in place) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Included in award/industrial or workplace agreement Not a priority Other (provide details):
	16.1	Do you include a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?
		 Yes No (you may specify why a grievance process is not included) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details):
17.	Do yo	ou provide training for all managers on sex-based harassment and discrimination prevention?
		s - please indicate how often this training is provided: At induction At least annually Every one-to-two years Every three years or more Varies across business units Other (provide details): (you may specify why this training is not provided) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Not a priority Other (provide details):
	17.1	If your organisation would like to provide additional information relating to gender equality indicator 6, please do so below:

Other

18. If your organisation has introduced any outstanding initiatives that have resulted in improved gender equality in your workplace, please tell us about them.

(As with all questions in this questionnaire, information you provide here will appear in your public report.)







Medibank's FamilyFlex policy allows both parents to avail of 14 weeks paid parental leave, regardless of the role they play in care giving (i.e., secondary vs. primary). Employees may access their paid leave within the first two years of the child's birth. To allow for extra flexibility, and to meet the differing needs of different families, employees may choose to break their paid parental leave into two different chunks of leave across the two years.

Medibank also offers all staff uncapped paid domestic violence support leave.





Gender composition proportions in your workplace

Important notes:

- 1. Proportions are based on the data contained in your workplace profile and reporting questionnaire.
- Some proportion calculations will not display until you press **Submit** at step 6 on the reporting page in the portal. When your CEO signs off the report prior to it being submitted, it is on the basis that the proportions will only reflect the data contained in the report.
- 3. If any changes are made to your report after it has been submitted, the proportions calculations will be refreshed and reflect the changes after you have pressed **Re-submit** at step 6 on the reporting page.

Based upon your workplace profile and reporting questionnaire responses:

Gender composition of workforce

1. the gender composition of your workforce overall is 77.0% females and 23.0% males.

Promotions

- 2. 15.4% of employees awarded promotions were women and 84.6% were men
 - i. 0.0% of all manager promotions were awarded to women
 - ii. 28.6% of all non-manager promotions were awarded to women.
- 3. 43.0% of your workforce was part-time and 23.1% of promotions were awarded to part-time employees.

Resignations

- 4. 79.8% of employees who resigned were women and 20.2% were men
 - i. 57.6% of all managers who resigned were women
 - ii. 83.1% of all non-managers who resigned were women.
- 5. 43.0% of your workforce was part-time and 40.5% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- i. 8.5% of all women who utilised parental leave ceased employment before returning to work
- ii. 0.0% of all men who utilised parental leave ceased employment before returning to work
- iii. N/A managers who utilised parental leave and ceased employment before returning to work were women
- iv. 100.0% of all non-managers who utilised parental leave and ceased employment before returning to work were women.

Notification and access List of employee organisations: ANMF, CPSU, USU

CEO sign off confirmation	
Name of CEO or equivalent:	Confirmation CEO has signed the report:
CRAIG DRUMMOND. CEO signature:	Date: May 29, 2019.